SIX COUNTY ASSOCIATION OF GOVERNMENTS
CDBG POLICIES
2009 Program Year
(August 2008)

Method of Distribution

Community Development Block Grant (CDBG) – To ensure that CDBG projects administered through the Six County region meet the national objectives, a reorganization of the administrative process as directed by the State was completed in 2007. The significant changes brought about by this reorganization and will be implemented in 2008 includes: 1) No county set-a-sides meaning that the allocation of funds for the Six County region will not be divided by formula among the counties. 2) An application will be rated and ranked against all applications within the Region. 3) Successful applications will be funded in order of priority as determined by the rating and ranking process until the regional CDBG funding allocation is exhausted. 4) Counties are not guaranteed a project within their jurisdiction will be funded.

Rating and Ranking tied to Identified Need and Action Plan

CDBG POLICIES - 2009 Program Year - (August 2008)

The following policies have been established to govern the CDBG award process. All eligible project applications will be accepted for rating and ranking.

1. The Six County Association of Governments approved no less then $70,000 and not to exceed 15% of the total allocation for administration of the Six County CDBG program, to be subtracted from the Six County total. The remaining amount is allocated on a competitive basis. Based on submitted application, no less than three projects will be funded from the remaining allocated funds. To encourage a wide range of projects and local match, no project will receive more than 50% of the remaining allocation. After funding the top priority project, no other project may receive more than 25% of the remaining funds.

2. In compliance with the policies of the State of Utah CDBG program, and to be eligible for funding consideration, all grantees or sub-grantees must have drawn down 50% of any prior year's CDBG funding prior to the Regional Review Committee's (RRC) rating and ranking session.

3. Applicants must provide written documentation of the availability and status of all other proposed funding at the time the application is submitted, including all sources of funding which are considered local contributions toward the project and its administration. A project is not mature if funding cannot be committed by the time of the application.

4. State policy has established the minimum amount of funding of $30,000 per project and the maximum amount is limited only by the annual allocation amount, and the Six County CDBG policies out line in paragraph 1 (one).

5. Projects must be consistent with the Region's Consolidated Plan. The project applied for must be included in the prioritized capital improvements list that the entity submitted for inclusion in the Consolidated Plan. Sponsored projects on behalf of an eligible sub-recipient may not necessarily be listed in the jurisdictions capital investment plan, but the sub-recipient's project must meet goals identified in the Region's Consolidated Plan.

6. Attendance at one of the annual How to Apply workshops is mandatory of all applicants and sub-grantees. The project manager and an elected official from the applicant's jurisdiction should be in attendance. Newly elected officials and project managers are especially encouraged to attend since the administrative requirements and commitments of a CDBG project are considerable.

7. Public service providers, traditionally non-profit organizations, are allowed to apply for CDBG funds for capital improvement and major equipment purchases. Examples are delivery trucks, furnishings, fixtures, computer equipment, construction, remodeling, and facility expansion. State policy prohibits the use of CDBG funds for operating and maintenance expenses. This includes paying administrative costs, salaries, etc. No more than 15 % of the state's yearly allocation of funds may be expended for public service activities.

8. Emergency projects may be considered by the RRC at any time. Projects applying for emergency funding must still meet a national objective and regional goals and policies. Projects may be considered as an emergency application if:

➢ Funding through the normal application timeframe will create an unreasonable risk to health or property.
➢ An appropriate third party agency has documented a specific risk (or risks) that, in their opinion, needs immediate remediation.
➢ Cost overruns from a previously funded project may be funded only if the RRC deems it an appropriate emergency.

   The amount of any emergency funds distributed during the year will be subtracted from the top of the regional allocation during the next funding cycle. Additional information on the emergency fund program is available in the Application Policies and Procedures manual developed annually by the state in Chapter II, Funding Processes.

9. Applications on behalf of sub-recipients (i.e., special service districts, non-profit organizations, etc.) are allowed. However, the applicant city or county must understand that even if they name the sub-recipient as project manager the city/county is still responsible for the project's viability and program compliance.

A subcontractor's agreement between the applicant entity and the sub-recipient must accompany the application (after funds have been committed to the project).

10. Multi-year projects will be considered. Proposals must contain specific cost estimates and work elements by year so that annual allocations by the RRC can be determined at the outset.

11. Project maturity will be considered in determining the awarding of funds for the funding cycle, i.e., project can be completed within eighteen months, leveraged funds are in place, detailed scope of work is developed, engineer's cost estimates in place, etc.

12. The application must be submitted by 5:00 PM Friday, December 5, 2008. Any applications received after this date and time will not be considered for funding.

<div align="center">Regional Review Committee</div>

Commissioner Val Jones	Juab County
Mayor Andy Allred	Juab County, Rocky Ridge
Commissioner John Cooper	Millard County
Mayor Gayle Bunker	Millard County, Delta
Commissioner Rick Blackwell	Piute County
Mayor Carlos Jessen	Piute County, Kingston
Commissioner Claudia Jarrett	Sanpete County
Mayor Chesley Christensen	Sanpete County, Mt. Pleasant
Commissioner Ivan Cowley	Sevier County
Mayor Jake Albrecht	Sevier County, Glenwood
Commissioner Stan Wood	Wayne County
Mayor Sherwood Albrecht	Wayne County, Bicknell